

**DELAWARE DEPARTMENT OF JUSTICE  
JOB OPENING**

**Opening Date: October 11, 2019      Closing Date: October 21, 2019**

**SOCIAL WORKER**  
***Criminal Division, Family Court, Juvenile***  
**Kent County**

**Job Responsibilities and Duties:** This Social Worker will provide professional social work services for the Criminal Division within the Kent County Offices. This Social Worker works directly with victims whose cases fall under the jurisdiction of the Family Court or the Court of Common Pleas. Specific duties include notifying victims and witnesses of the criminal case status, court dates and results of hearings; interviewing victims/witnesses to ascertain case facts and identify individual needs; assisting with the prosecution of cases by educating the victims/witnesses about the criminal justice process and preparing them for trial; and making referrals through the use of community resources.

**Minimum Qualifications:**

Bachelor's degree in a Human Services related field and two years of human services experience; **OR**

Associate's degree in a Human Services related field and three years of experience as a Victim Service Specialist with the Department of Justice.

Knowledge of the criminal justice system.

Ability to interview and counsel.

**Internal Delaware Department of Justice Applicants:** Please submit an updated Resume or summary of work experience to the Director of Human Resources.

**External Applicants:** In order to be considered for this position, external applicants must submit Resume and the Delaware Department of Justice Application (please see link):

<http://attorneygeneral.delaware.gov/executive/hr/job-application/>

**OR external applicants can mail Resume and the Delaware Department of Justice Application to: Delaware Department of Justice, Human Resources, 820 N. French Street, 6<sup>th</sup> Floor, Wilmington, DE 19801, OR E-mail to: DOJHR@delaware.gov OR Fax to: 302-577-5866. EOE.**